



C.L. "Butch" Otter  
Governor

## BOARD OF CORRECTION

"Protecting Idaho through Safety, Accountability,  
Partnerships And Opportunities for Offender Change"

Robin Sandy  
Chairman

Carolyn Meline  
Vice-Chairman

Jay Nielsen  
Secretary

### **Board of Correction Meeting Minutes**

**March 5, 2008 - 08:00 AM – 16:00 PM MT**

**Idaho Dept of Correction / Board Room**

**1299 N. Orchard St., Suite 110, Boise ID. 83706**

#### **Attendees:**

Robin Sandy – Chairman  
Jay Nielsen – Secretary  
Debi Jessen – Administrative Assistant  
Kevin Kempf – Division Chief  
Teresa Jones – Admin. Support Mgr.  
Paul Panther, Deputy Attorney General  
Vicky Southwick – MA, ISCI  
Jack Fraser – IT  
Phillip Valdez - Warden ICC  
Gary Charland – Manager HRS  
Stephen Donahue – SICI  
Marty Thomas – Correctional Industries  
Greg Sali – Review & Analysis  
Lisa Applebee – ACHD  
Reed Miller – Ormond Builders, Inc.  
Ken Bennett – District 4 P & P

Carolyn Meline – Vice-Chairman  
Brent D. Reinke – Director  
Randy Blades – Division of Prisons  
Dan Prado – Deputy Warden, ICC  
Jeff Ray – PIO  
John Hardison - Warden ISCI  
Nicole Fraser – Sgt., ISCI  
Lorie Brisbin – Office of Professional Standards  
Lorenzo Washington - Policy Program Coordinator  
Andrea Bickley – Management Assistant  
Jim Loucks – Office of Professional Standards  
Rod Leonard – Virtual Prisons  
Rocky Bogert – Warm Springs HOA  
Connie Cruz – MTC  
Jim Wrigley - Wells Fargo Bank

**Official Meeting was called to order at 09:06 a.m. MT by Chairman Robin Sandy.**

#### ***Consent Agenda***

**I. Board of Correction Meeting Minutes Approval – January 24<sup>th</sup>, 2008 and Special Meeting February 1, 2008, Presented by Administrative Assistant Debra Jessen for the Board of Correction**

**SECRETARY JAY NIELSEN MOVED TO APPROVE THE JANUARY 24<sup>TH</sup> AND FEBRUARY 1<sup>ST</sup>, 2008 MINUTES. VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY APPROVED.**

#### **Regular Agenda**

**II. Award presentation – Presented by Chairman Sandy and Director Reinke**

- ♦ Sgt. Nicole Fraser was presented an award for implementing a cost savings program to reduce the amount of timesheet fraud by staff.

### **III. Division Chief's Reports**

#### **Division of Prisons – Presented by Warden Randy Blades**

- ♦ Virtual prisons will be moving offenders into Elmore County jail over the next 10 weeks. They are working on building and maintaining the relationships with the County Jails.
- ♦ Working on centralizing the South Boise Complex investigations units to help facilitate better communication when dealing with gang issues.

#### **Division of Community Corrections – Chief Kevin Kempf**

- ♦ Working with District Managers and supervisors to make sure staff is treating offenders, family members and friends with respect and dignity. In training academies; either Henry or Kevin will be teaching the training on developing professional relationships with offenders.
- ♦ Auditing districts to make sure that offenders are being supervised by policy and are receiving appropriate treatment and services.
- ♦ Legislature has approved the 11 positions requested and will be placed in the areas of greatest need.

#### **Division of Management Services – Chief Tony Meatte**

- ♦ The budget was presented and the recommendations from the Governor and JFAC were discussed.
- ♦ Marty Thomas presented each member of the Board with a clock made with the new digital license plate. The sales figures through January 2008 and an update on the construction of the new showroom and offices were presented. The projected completion date is April 1.

#### **Division of Education and Treatment – Chief Dr. Mary Perrien**

- ♦ Dr. Perrien was unable to attend the meeting due to a prior commitment with the Parole Commission

#### **Division of HRS—Manager Gary Charland**

- ♦ Training – on February 29<sup>th</sup> 12 PO's graduated. CO Academy #17 with 38 students that will graduate on March 28<sup>th</sup>. Billboards will be going up in Northern Idaho this month. There was a job fair in Eastern Idaho that IDOC participated in and a visit to CSI.
- ♦ We are expecting approximately 1337 performance evaluations to be entered into the system, we currently have 1125 that are completed.
- ♦ CEC – House concurrent resolution #49 that details the breakdown of the 3% increase in employee compensation.

#### **Director's Office – Administrative Support Manager Teresa Jones**

- ♦ Teresa briefed the Board members on the schedule for the Back to Basics 2 tour for the state. Board members are asked to attend any they would like.
- ♦ Briefing sheets for February 2008 were presented.
- ♦ Jeff Ray updated the Board with regards an editorial by the Idaho Statesman regarding HB417 and HB465, as well as an article that Dan Popkey is writing about the Claude Dallas escape in 1986.

### **IV. Offender Statistics Update**

- ♦ Greg provided information on the prison population for YTD 2008.

**V. Legislative update**

- ♦ Paul updated the Board on IDOC Legislation including Senate Bill 1317, Senate Bill 1318, Senate Bill 1319, and Senate Bill 1320.
- ♦ Paul also discussed Senate Bill 1362, Senate Bill 1296, and House Bill 381.

**VICE CHAIRMAN CAROLYN MELINE MOTIONED TO ALLOW THE DIRECTOR TO GO FORWARD AND TELL THE LEGISLATORS WHAT WE ARE FACED WITH REGARDS TO THE CONTRACT THAT IS COMING DUE IN JULY. SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY APPROVED.**

**SECRETARY JAY NIELSEN MOTIONED TO MOVE INTO EXECUTIVE SESSION & LUNCH PURSUANT TO I.C. 67-2345(f) AND I.C. 67-2345(1)(b) AT 11:43 AM. VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION. MOTION CARRIED AND UNANIMOUSLY APPROVED.**

***Executive Session began at 11:43 a.m.***

1. *To communicate with Paul Panther, Deputy Attorney General, pursuant TO I.C. 67-2345(f) for the Idaho Department of Correction to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. Director Reinke and Mr. Charland were also present. Legal implications of pending and imminently likely lawsuits were discussed.*
2. *To communicate with Human Resources Director Gary Charland to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student I.C. 67-2345(1)(b). Director Reinke and Mr. Panther were also present. Matters involving several employees were discussed. For a portion of this discussion; Mr. Charland was excused from the room, however, Mr. Panther remained. The Board then excused everyone from the room and had a private discussion after which the Director was asked to return for further discussion.*

**THE EXECUTIVE SESSION WAS CONCLUDED AT 13:09PM.**

**Regular Agenda**

**VI. Warm Springs P&P Office Easement request**

- ♦ Rocky Bogert from the East End HOA and Lisa Applebee from ACHD presented the 4<sup>th</sup> design for the proposed roundabout for Warm Springs and Old Penitentiary Rd. They addressed the concerns that D4 Manager Ken Bennett expressed.

**SECRETARY JAY NIELSEN MOTIONED TO APPROVE THE EASEMENT FOR THE WARM SPRINGS ROUNDABOUT. MOTION DIES FOR LACK OF A SECOND.**

**CHARIMAN ROBIN SANDY MOTIONED TO HAVE OUR LAND ACQUISITION AGENT LOOK AT THE PROPERTY AND POSSIBLY A BROKER TO DETERMINE IF PROPERTY VALUES WOULD DECREASE AS A RESULT. SECRETARY JAY NIELSEN SECONDS THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

It was determined that the Board would visit the roundabout constructed at St. Alphonsus Hospital and also to visit the D4 P&P Office.

**VII. Proposed changes to Policy statements 227 Administrative Investigations, 402 Offender Mail and 411 Medical Co-pay.**

**VICE CHAIRMAN CAROLYN MELINE MOTIONED TO APPROVE RESOLUTION FY2008-012 POLICY STATEMENT 227, RESOLUTION FY 2008-013 POLICY STATEMENT 402, AND RESOLUTION FY 2008-009 POLICY STATEMENT 411. SECRETARY JAY NIELSEN SECONDS THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

**VIII. CAPP**

- ◆ Rod Leonard discussed the lease purchase agreement. The signing has been postponed due to a change in financial institutions handling the loan. The contract should be available for signature within the next two weeks. The estimated opening date for the CAPP is April 2010.

**IX. Director's Report**

- ◆ The Director would like the Board to consider having Rocky Mountain Corrections make a presentation at a future Board meeting.
- ◆ We are working on a fusion center (data clearing house) involving all State, County and Federal agencies in the Treasure Valley.
- ◆ March 11 – 13 are scheduled for a planning meeting on inmate movements.
- ◆ We are establishing a 501C3 foundation for education.

**X. Next Board Meeting Date, Time and Location Confirmation**

**THE BOARD DECIDED TO SET THE BOARD MEETINGS FOR THE REST OF THE YEAR AS WEDNESDAY MAY 7<sup>TH</sup>, JUNE 25<sup>TH</sup>, AUGUST 20<sup>TH</sup>, NOVEMBER 19<sup>TH</sup> FROM 9:00AM TO 4:00PM AND TO LEAVE DECEMBER UNDECIDED. MEETINGS TO BE HELD AT THE IDOC CENTRAL OFFICE BUILDING.**

**SECRETARY JAY NIELSEN MOVED TO ADJOURN THIS PORTION OF THE MEETING AND RECONVENE AT D4 WARM SPRINGS OFFICE AT 14:49p.m. VICE CHAIRMAN CAROLYN MELINE SECOND THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

**SECRETARY JAY NIELSEN MOVED TO RECONVENE THE BOARD MEETING AT D4 WARM SPRINGS OFFICE. VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

The Board discussed the ramifications of donating the property necessary to construct the roundabout, and what effect it will have on the value of the property.

**VICE CHAIRMAN CAROLYN MELINE MOVED TO ADJOURN THIS PORTION OF THE MEETING AND RECONVENE AT CENTRAL OFFICE SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

**SECRETARY JAY NIELSEN MOVED TO RECONVENE THE BOARD MEETING INSIDE D4 WARM SPRINGS OFFICE. VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.**

Ken Bennett showed the Board his concerns regarding the offices most impacted by the construction.

VICE CHAIRMAN CAROLYN MELINE MOVED TO ADJOURN THIS PORTION OF THE MEETING AND RECONVENE AT CENTRAL OFFICE SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.

SECRETARY JAY NIELSEN MOVED TO RECONVENE THE BOARD MEETING AT CENTRAL OFFICE VICE CHAIRMAN CAROLYN MELINE SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.

XII. Final Board Discussion

CHAIRMAN SANDY MOVED TO ALLOW THE IDOC TO PAY A PROFESSIONAL NOT MORE THAN \$200 TO RENDER AN OPINION ON THE EASEMENT. SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.

VICE CHAIRMAN CAROLYN MELINE MOVED TO ASK FOR CONSIDERATION TO INCLUDE A SOUND WALL, LANDSCAPING AND A NEW SIGN IF IT IS DETERMINED TO DONATE THE PROPERTY. SECRETARY JAY NIELSEN SECONDED THE MOTION. MOTION CARRIED AND PASSED UNANIMOUSLY.

XIII. Adjournment

VICE CHAIRMAN CAROLYN MELINE MOVED TO ADJOURN—15:57 p.m. SECRETARY JAY NIELSEN SECONDED THE MOTION. MEETING ADJOURNED AT 15:57 PM MT.

Submitted by:

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Debra Jessen, Administrative Assistant

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Date

Approved by:

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Robin Sandy, Chairman

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Date